



**Arlington Historic District Commissions
Final and Approved Minutes**

February 25, 2021 8:00 PM
Conducted by Remote Participation

Commissioners Present: N. Aikenhead, M. Audin, D. Baldwin, C. Barry, M. Bush, B. Cohen, S. Makowka,
B. Melofchik, C. Tee, J. Worden

Commissioners Not Present: A. Frank Johnson

Guests: R. Le, F. Azzalino, R. Azzolino, M. Dunn

- 1. AHDC Meeting Opens 8:00pm**
- 2. Approval of draft minutes from January 14 and January 28, 2021. J. Worden moved to table the 1/14 and 1/28, seconded by N. Aikenhead. Roll call vote: J. Worden - y, N. Aikenhead - y, C. Baldwin – y, C. Barry - y, M. Bush - y, B. Cohen -y, S. Makowka - y. C. Greeley was asked to work with Town to get approved minutes from 2020 and 2021 on Town website**
- 3. Appointment of Alternate Commissioners: Pleasant Street – M. Bush as alternate for purposes of tonight’s hearing**
- 4. Communications**
 - a. Application from 49 and 51 Academy Street (Baldwin and Le) for replacement of retaining wall between both properties. Wall is set well back from the street. The existing wall is in bad condition. Wall will be redone and there will be a fence on top. Two walls are proposed. M. Bush questioned what happens at the lower corner of the wall where it transitions to 45 or 47 – the 90 degree turn needs to be addressed. The neighbor may tack onto this work.**
 - b. Letter of Intent from Matthew Dunn for Vacant Commissioner Seat**
 - c. Work has started at 46 Jason under a CONA being replaced with like with like, porch balustrade, roofs, all done under CONA and S. Makowka has been in close communication with homeowner**
 - d. Citizens Warrant article involving AHDC before BOS and S. Makowka spoke on submission by Sue Doctrow – asked for a resolution by TM to allow energy efficient proposals to be supported by the AHDC. We already are supportive were appropriate and have to look at particulars on a case by case basis. This will be before the next Town Meeting. B. Melofchik was also at the meeting.**

- e. **J. Worden spoke to BOS office and they have not scheduled a hearing about the Commission's Fiberglass Gutters warrant article yet but he believes we should finalize the language ASAP**

5. New Business

- a. **Formal Hearing for 188 Pleasant Street for repair and renovation of the rear deck and changes to the dormer above.** Frank and Regina Azzolino were online for meeting and presented their application. They summarized the plans submitted.

S. Makowka suggested that we focus on the elements that are visible to the public: rear addition on the left and new staircase on the right. Applicants explained that there was an existing wall at the end of the rear porch, they want to add about 2 feet to that wall and add a roof to enclose a new addition. The Commission asked about the windows as drawn which look to be full heights and single horizontal slider on visible end. The Applicants clarified that the drawings were not accurate in this detail—their intent to do have a half wall with multiple double-hung windows to mimic an enclosed porch. S. Makowka clarified that the windows should comply with the Commission's guidelines and Applicants agreed.

[Commissioner M. Audin joined meeting.]

Regarding the proposed stairs, the stairs would extend beyond the bow window about 2/3 of the stair treads. This is set back very far from Pleasant Street. In response to a question, Applicants stated that the railings will mimic what is existing on the front porch. S. Makowka clarified that the Commission would like the details of the front railing to be continued on the side stairs – Applicant agrees. Regarding the rendering of stairs – S. Makowka noted that they look to be like they are on stilts but maybe lattice work and trim will finish it off on the sides facing towards Pleasant Street -- needs to be finished off to integrate – Applicant agrees. Applicant pointed out that there is an elevation from the street level to stair so you will not see it so much from Pleasant Street. The Commission suggested that finishing with either a privacy lattice with small vertically oriented squares or solid wood would be appropriate cladding and that the monitor will approve before installation.

The Applicant explained that the lower level beneath porch is flush side to side, right side is open today and stairs will be there but the corner wall is flush with side wall. On left side of street, the wall is flush to the existing left side of building and covered with lattice. There was a discussion about the provided drawings and whether they showed the actual alignment of the foundation, stairs, and proposed walls. There appeared to be some inconsistencies. The Applicant explained that the walls are flush with one another but when you drop down to the basement the foundation wall is thicker so the foundation walls are not flush – there is a jog but the structure above the foundation is flush and they are maintaining that flush structure.

M. Audin asked about windows that appear to be a large single pane window and – the Applicant confirmed that the drawing is not correct – the windows will be half walls with a vertical (not horizontal orientation) and the monitor will approve before purchase. C. Barry expressed concern about the treatment of the junction where the

porch roof joins into the rake on the gambrel above, pointing out that this is an important detail and quite visible and should be done in a workmanlike graceful manner. The Commission suggested that that detail should be specified to be shared with monitor and approved before installation.

The Applicant confirmed that the rear deck already exists and currently has a vinyl railing which will be changed to be all wood. The commission noted as well that with finished space under the deck, there might be drainage issues that should be addressed before installation and approved with monitor. B. Melofchik asked if there is any photo of existing side where stairway is going to be placed. Answer, not a clear one in the application. There was a discussion about the location and orientation of the stairs. M. Audin suggested that the Applicant might want to consider the use case of having the stair opening located diagonally across deck from doors – could limit useful space in practice.

S. Makowka summarized the discussion: we want to be sure the stair has lattice on it below – there is an inconsistency with the drawings but that needs to be reconciled and the final plans need to be shown to the monitor. Drawings are structural but not finished detailed drawings and the monitor needs to see the finished drawings prior to installation. M. Bush was appointed and will be the voting Commissioner.

B. Cohen moved to accept the discussed proposal with the following modifications 1) the rear porch windows shall be multiple double-hung units that are consistent with the AHDC window guidelines and installed above half walls (not a full height, single slider as drawn); 2) exterior stairs shall have lattice or wood filler on visible sides; 3) stair railings shall match existing front porch railings; 4) construction drawings showing details of the roofline and the stair-deck intersections shall to be developed and shared with monitor; and 5) final plans showing details of the project including the conditions listed herein shall be approved by monitor prior to installation. C. Barry seconded. Roll call vote: Cohen - y, Aikenhead- y, Baldwin- y, Tee- y, Barry- y, Worden- y, Bush- y. All in favor. Monitor appointed M. Bush.

- b. **Discussion with applicant for vacant Commissioner seat** – Matthew Dunn, resident of Central Street said he just went through the process of doing work with the AHDC and he would enjoy helping out. C. Barry moved to send letter to BOS and B. Cohen seconded sending. Roll call to forward: Cohen - y, Makowka - y, Aikenhead - y, Baldwin - y, Tee - y, Barry - y, Worden - y, Bush - y, Melofchik – y – unanimous approval to forward recommendation to Select Board for appointment.

6. Old Business

- a. **Avon Place and Central Street Historic District vacant commissioner seats** -- See Item 5b. above.
- b. **Report from Streetscape sub-committee** – D. Baldwin reported he has re-engaged with the TM and asked that they push ahead and make a report to Select Board by mid-summer.
- c. **Modification of Design Guidelines (Fiberglass Gutters and Raised Beds/Planters) and Warrant Article Submission** – Will be discussing at next meeting. In preparation, M. Bush showed sample photos of raised beds and discussed a photo of a

mini-library and that may come up later. He clarified that these were just some examples that he found over the recent months to show.

- d. **Discussion on Warrant Article Submission.** J. Worden said its important to have it fairly simple and straight forward to get Select Board to approve – if it gets too complicated and there is possible confusion and you can run into problems. All agreed that it was okay for actual design details need to be shared with monitor prior to installation. The warrant article language was general but the proposed vote about how to change the Bylaws need to include the final language, so we have to have something ready to present to the Selectboard. M. Bush and S. Makowka had gone through the wording for the Bylaw change but this is not the language of the warrant article. Proposed wording was shared by M. Bush. See S. Makowka’s email to J. Worden dated 2-8-2021:

VOTED to amend the Town B-Laws in Title VII, Article 4, Section 3, by adding a new subsection as follows:

H. The replacement of existing wood or aluminum gutters with fiberglass gutters, provided that the fiberglass replacements shall be 1) substantially similar in size, design, and installation to those being replaced and 2) subject other such conditions as to manufacturer, installation details [including paint], documentation requirements, and similar matters as the relevant Commission may reasonably specify.

M. Audin would said he would add “by installers approved by the manufacturer” but other commissioners expressed concern about effectively policing such a requirement. J. Worden moved to approve suggested language for submission to the Selectboard seconded by B. Cohen. Approval – Cohen -y, Tee -y, Worden -y, Bush -y, Baldwin -y, Barry -y, Audin -y, Melofchik -y, Aikenhead -y, Makowka -y. All in favor.

7. Review of projects

8. **Meeting Adjourns** – C. Barry moved to adjourn 9:57pm. Seconded by D. Baldwin. Roll Call with unanimous approval to adjourn.